

# **Achieving The Learning Organization: An Interagency After Action Review (AAR) Workshop for Prescribed Fire and Fire Use Managers**

Sponsored by the Interagency Wildland Fire Lessons Learned Center and leaders from the Great Basin Fire Use Community, the workshop will be held on Thursday and Friday, **November 6-7, 2003** in Salt Lake City, Utah:

## **Workshop Location:**

Shilo Inn  
206 South West Temple  
Salt Lake City, Utah  
84101-1994

Hotel: (801) 521-9500

Restaurant: (801) 521-2829

Fax (801) 359-6527

Reservations: (800) 222-2244



Three Diamond Rating

We have reserved 50 rooms at the government rate of \$80/night. It is important that attendees stay at this hotel because the meeting rooms will be free of charge. There is a free shuttle between the airport and the hotel.

## **Target Audience:**

Prescribed fire and wildland fire use managers (trainees, novices, and experienced) responsible for the planning and implementation of fire use events within the Great Basin are invited to participate in a “train the trainer” session where they will learn how to implement the AAR process in their operations. The AAR process is key to improving safe work performance in all wildland fire operations.

## **Workshop Content:**

Harvard Business School Professor and Learning in Action Author David Garvin will coordinate and instruct this one-day seminar for up to 50 Great Basin prescribed fire and fire use managers. Garvin has worked closely with the U.S. Army on their After Action Review (AAR) process and the “learning after doing” concept. These concepts are examined in his book and his teaching practices.

The workshop will consist of four Parts, all applied to prescribed fire and wildland fire use operations:

- 1) Overview of the learning organization and its core processes
- 2) View the US Army video on AAR's and Center for Army Lessons Learned and then discuss approaches to using AARs.

- 3) Working in groups, students will practice effective AAR facilitation
- 4) View Challenger video and use as a jumping off point for a discussion of AAR facilitation challenges (minority views, for example)

Garvin will teach all sessions with the exception of Part 3 where he will be assisted by the Wildland Fire Lessons Learned Center Managers and the Great Basin Regional Fuels Specialist.

Paula Nasiatka and David Christenson, managers of the Wildland Fire Lessons Learned Center, will also teach the value of the AAR Rollup and how the Center closes the "learning organization loop."

#### **After Action Reviews: Seizing the Chance to Learn**

The AAR process has been successfully institutionalized in many military and private sector organizations. The process has become standard operating procedure for capturing and disseminating critical organizational knowledge. Like many other organizations, the prescribed fire and fire use community continually experiences learning that remains isolated, short-lived and trapped in the memories of individuals or separate units. The AAR begins a process that consolidates, distills and disseminates knowledge throughout the entire community of practice. At both organizational and individual levels, AARs will help hone prescribed fire and wildland fire use skills, knowledge and abilities.

Please review what is currently provided on AARs on the Leadership Development Web site at: [http://www.fireleadership.gov/toolbox/after\\_action\\_review/index.html](http://www.fireleadership.gov/toolbox/after_action_review/index.html)

#### **Schedule:**

Thursday, November 6, 2003 8:00 a.m. – 5:00 p.m.

Friday, November 7, 2003 8:00 a.m. – 12 noon.

#### **Registration and Fees:**

Registration is due by **October 22, 2003**. Federal employees should send a signed copy of SF-182 (available at <http://www.nps.gov/renew/forms.htm>) to June Genf by either fax (801) 625-5483 or hard-copy (address below). Employees from States or private organizations need to send, by either fax or hard copy, a message to June Genf showing: name, position, phone number, agency and billing address. June's phone number is (801) 625-5516.

June Genf  
Fire Management Support Services  
Fifth Floor, Federal Building  
324 25th Street  
Ogden, UT 84401

The workshop fee for each participant is **\$175.00**. This fee will cover training material expenses.

**Participant Training Package:**

In addition to the training, each participant will receive:

- **Learning in Action: A Guide to Putting the Learning Organization to Work** authored by Dr. David Garvin and published by the Harvard Business School Press
- **AAR Videotape** to help others catch the vision of the AAR potential and assist the trainer in communicating the real value of institutionalizing AARs as a routine practice in prescribed fire
- **The AAR Rollup Process Guide for Supervisors, Managers and Leaders** provided by the Interagency Wildland Fire Lessons Learned Center
- **A Network Map of Prescribed Fire Subject Matter Experts** created by the efforts of the prescribed fire community of practice in conjunction with the Interagency Wildland Fire Lessons Learned Center

**Workshop is sponsored by:**

Prescribed Fire/Learning Organization Advisory Group  
to the Lessons Learned Center:

Phil Range, BLM, Boise, ID  
Dave Thomas, USFS, Ogden, UT  
Brett Fay, USFS, Cedar City, UT  
Guy Pence, USFS, Boise, ID  
Mark Beighley, USFS, Washington, D.C.  
Chuck Whitlock, USFS, Missoula, MT  
Curtis Heaton, USF&WS, Buenos Aires Wildlife Refuge, AZ  
Jim Cook, USFS, Boise, ID  
Dave Lentz, NPS, Intermountain Region  
Morgan Beveridge, BIA, Aberdeen, SD  
Emily Irwin, FUTA, Albuquerque, NM  
TBA, The Nature Conservancy  
TBA, State/Local Representative

**For Additional Information:**

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